# Security Information

8 May 1952

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I. Organization of the CAREER SERVICE BOARDS

#### CIA CAREER STRVICE BOARD

Deputy Director of Central Intelligence Deputy Director/Plans

Deputy Director/Intelligence Deputy Director/Administration

Inspector General

Assistant Director (Personnel)

Mirector of Training

Three Assistant Directors (or Office Heads), each to serve for terms of six months; duration

(See attached Schedule A) Executive Secretary - Non-voting

Three members of the Board constitute a quorum. If a member cannot be present, he may send a representative who will not, however, be counted in determining whether a quorum is present, nor may he cast a vote, formally, on behalf of his principal. The Board will hold scheduled monthly meetings, and agenda are minutes of meetings will be distributed to all persons on Schedule A.

#### SECRETARIAT

The Career Development Staff of the Office of Personnel serves as the Secretariat of the CIA Career Service Board and the Chief, Career Development Staff serves as the Executive Secretary of the Board.

Note:

The 17 Office Career Service Boards, with composition as shown at the lower laft, are located in the following units of CIA:

050	00	Training
OPC	ORR	Personnel
COMMO	OCT:	Administration
<b>TS</b> S	OCI	General Services
	osi	I&SO
	ONE	Procurement
		Finance

## /Office/ Career Service Board

Assistant Director (or Office Head) ex officio Three or more Staff or Division Chiefs, or comparable high-level officials

Secretarial - Nonevoting, (In most cases it will be composed of Administrative and Personnel Officers of the Office conserned and will perform staff support for the Board.)

### Functional Boards

Hazardous Duty Board Honor Awards Board Professional Selection Funel Selection Boards for Service Schools, etc.

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